

**Town of Hinesburg
Planning Commission
January 25, 2017
Approved February 8, 2017**

Members Present: Jeff French, John Kiedaisch, Russell Fox, Dennis Place, Joe Iadanza, Barbara Forauer, Rolf Kielman, James Donegan arrived at 7:35 pm

Members Absent: Maggie Gordon

Public Present: Johanna White

Also Present: Dawn Morgan (Recording Secretary), Alex Weinhagen (Director of Planning & Zoning)

Joe I. chaired the meeting, which was called to order at 7:33 pm.

Agenda Changes: None.

Public Comments for Non-Agenda Items: None.

Zoning Administrator Vacancy: Interview a candidate: Decide on whether to recommend a candidate to the Selectboard.

Alex W. reminded that the Commission had some questions about the candidate's experience working with the public, and their request for additional reference checks. Alex W. said that some reference checks were performed, and that he and the Town Administrator discussed the matter and then conferred with their Richmond counterparts. Alex W. said that as a result the job search will be reopened. He said that the candidate had been notified earlier that day. There was a brief discussion between Alex W. and John K. recapping the status of the other applicants who were not qualified for the position.

Rolf K. inquired about the process of finding candidates. Alex W. said that early in the hiring process he contacted colleagues to see if they knew of any qualified candidates. But overall the search was mostly conducted in the normal market place. Rolf K. said that it seemed as if previous successful Hinesburg ZA's were from Hinesburg and did not necessarily have the specific skills required but had grown into the role over time. Alex W. said that at this point he would be happy to consider someone from Hinesburg who might lack specific experience in zoning but had the right people skills. He further noted that a previous ZA had commented that Hinesburg was growing at a pace that warranted hiring someone with experience.

John K. asked if the job had been posted in the Front Porch Forum and Alex W. replied that it had been posted in Hinesburg's and Richmond's but not necessarily in other communities. Alex W. went on to say that they will explore all possible avenues of advertising for the position.

Town Plan Revisions: Verify revisions made based on discussions since November 9, 2016 hearing.

Alex W. walked through each of the changes made based on feedback received from the public as well as the Chittenden County Regional Planning Commission (CCRPC). He began with comments from the CCRPC. Alex W. reviewed both the comments and the Commission's suggested changes. He then pointed to the specific pages in the draft Plan document where the changes were made, and offered additional background for some of the language changes made. The Commission verified the changes.

One of the CCRPC's comments suggested clarification regarding high speed internet throughout the town. Discussion followed about the 2 companies who currently offered internet in town (Comcast and Waitsfield Telecom), the definition of high speed internet, whether DSL provided by Waitsfield Telecom qualifies as high speed internet, and what their plans are (if any) to implement high speed access to all areas of Hinesburg.

Alex W. went on to review changes from comments submitted by the Conservation Commission, Andrea Sambrook, Andrea Morgante, the Trails Committee, the Affordable Housing Committee, Lenore Budd, Robb Bast, Catherine Goldsmith, Jacqueline Bissonette, Peter Modley, Christine Jacobs, and Pat Mainer. Alex W. referred the Commission to the public hearing meeting minutes to review public comments from the hearing.

Rolf K. suggested an alternate way of paginating the document to make it more user friendly. Alex W. said he would make the change.

Alex W. said that Lenore Budd had suggested increasing the capital budget to include an increase of funding for widening the shoulders of paved roads for biking. Alex W. said that there currently is not enough funding to do more than necessary paving. He went on to say that Lenore's thought was that if the suggestion was included in the Plan then it would be a reminder to the Select Board as they plan the budget each year.

Alex W. asked the Commission if they would like to add the suggestion as an action item to the Plan. There was discussion about the challenges to widening road shoulders and the Commission decided to add language to the Plan encouraging funding for a study, rather than mandating that it needs to be done regardless of feasibility.

Alex W. said that the only thing he hasn't brought to the Commission for review are the changes to Map 13. The Commission agreed to move forward rather than waiting until the next meeting to review the

map. Alex W. said that he would send an electronic version of the final changes to Map 13, along with hard copies to Commissioners who request it.

Alex W. reported that he inquired to other Towns about their use of attorney review of Town Plans and/or other regulatory items (a topic from a prior meeting). He said that he received 7 responses from towns saying they use an attorney for Town Plan review and 30 saying they do not. Alex W. said that he received 21 responses from towns saying they do conduct an attorney review of other regulatory items and 18 responses saying they do not. Alex W. summarized by saying it would appear the use of an attorney depends on whether or not a town can afford to do so.

Russell Fox **made a motion to forward the Plan to the Selectboard, with changes to map 13 as recommended by Trails Committee.** Rolf K. **seconded the motion.** The Commission voted **8-0.**

Minutes of 01/11/17 Meeting: James D. **made a motion to approve the 01/11/17 minutes as revised** and John K. **seconded the motion.** The Board voted **7-0.** Jeff F. abstained.

Other Business & Correspondence:

- Conflict of Interest Policy – adopted by the Selectboard on 1/9/17 - Joe I. encouraged the Commission to read and understand the policy. James D. asked about the section referencing elected officers vs. appointed officers. Joe I. said that he attended the meeting and the Select Board decided that they had no authority to police themselves as the elected body. John K. noted that the policy allows a difference in how elected and appointed officers would be handled.

Joe I. said that the Select Board did discuss the matter and they explained that if officials are elected, the only people who can remove them are the electorate. There was additional discussion about understanding the definition of a conflict and the procedure for Commission members to recuse themselves if a conflict on a matter arises.

- Notice – Town of Charlotte –January 26 public hearing on proposed zoning revisions
- Notice – Town of Shelburne – February 9 public hearing on proposed zoning revision

Alex W. said that he forwarded electronic versions of both notices of the zoning revisions to the Commission.

John K. **made a motion to adjourn.** James D. **seconded the motion.** The Commission voted 8-0.

The meeting adjourned at 9:04 pm.

Respectfully submitted,

Dawn Morgan, Recording Secretary